

# Window Screen Order Worksheet

- \* Follow the easy step-by-step instructions.
- \* Use a metal measuring tape and pencil.
- \* Write in your measurements on this worksheet.

Sample                      Screen # 1                      Screen # 2                      Screen # 3

**Step 1 Determine the frame type**

<b>Frame Type</b> <input checked="" type="checkbox"/> Box <input type="checkbox"/> Lip	<b>Frame Type</b> <input type="checkbox"/> Box <input type="checkbox"/> Lip	<b>Frame Type</b> <input type="checkbox"/> Box <input type="checkbox"/> Lip	<b>Frame Type</b> <input type="checkbox"/> Box <input type="checkbox"/> Lip
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**Step 2 Measure the width x height x thickness**

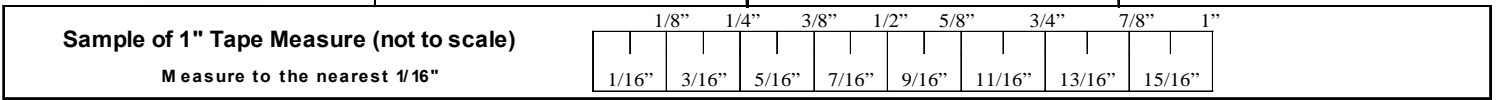
<b>Dimensions</b> (Width x Height x Thickness) Width <u>24 1/8 in.</u> Height <u>24 1/8 in.</u> Thickness:	<b>Dimensions</b> (Width x Height x Thickness) Width _____ in. Height _____ in. Thickness:	<b>Dimensions</b> (Width x Height x Thickness) Width _____ in. Height _____ in. Thickness:	<b>Dimensions</b> (Width x Height x Thickness) Width _____ in. Height _____ in. Thickness:
<b>Box</b> <input type="checkbox"/> 5/16" <input type="checkbox"/> 3/8" <input checked="" type="checkbox"/> 7/16"	<b>Lip</b> <input type="checkbox"/> 3/8"	<b>Box</b> <input type="checkbox"/> 5/16" <input type="checkbox"/> 3/8" <input type="checkbox"/> 7/16"	<b>Lip</b> <input type="checkbox"/> 3/8"

**Step 3 Determine the hardware and circle the location on the screen**

<b>Hardware</b> (Approximate Locations) <input checked="" type="checkbox"/> Corner Spring <u>1,3</u> <input checked="" type="checkbox"/> Small Plunger <u>10,6</u> <input type="checkbox"/> Large Plunger <input type="checkbox"/> Butterfly Latch	<b>Hardware</b> (Approximate Locations) <input type="checkbox"/> Corner Spring <input type="checkbox"/> Small Plunger <input type="checkbox"/> Large Plunger <input type="checkbox"/> Butterfly Latch	<b>Hardware</b> (Approximate Locations) <input type="checkbox"/> Corner Spring <input type="checkbox"/> Small Plunger <input type="checkbox"/> Large Plunger <input type="checkbox"/> Butterfly Latch	<b>Hardware</b> (Approximate Locations) <input type="checkbox"/> Corner Spring <input type="checkbox"/> Small Plunger <input type="checkbox"/> Large Plunger <input type="checkbox"/> Butterfly Latch

**Step 4 Indicate if there is a pull tab. Pull tabs are not always required**

<input checked="" type="checkbox"/> Pull Tab <u>8</u>	<input type="checkbox"/> Pull Tab	<input type="checkbox"/> Pull Tab	<input type="checkbox"/> Pull Tab
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**Step 5 Measure crossbars on the window screen, if any**

<b>Crossbar</b> Horizontal Crossbar (most common) <u>12</u> inches from the bottom of frame Vertical Crossbar _____ from left side of frame to left edge of crossbar	<b>Crossbar</b> Horizontal Crossbar (most common) _____ inches from the bottom of frame Vertical Crossbar _____ from left side of frame to left edge of crossbar	<b>Crossbar</b> Horizontal Crossbar (most common) _____ inches from the bottom of frame Vertical Crossbar _____ from left side of frame to left edge of crossbar	<b>Crossbar</b> Horizontal Crossbar (most common) _____ inches from the bottom of frame Vertical Crossbar _____ from left side of frame to left edge of crossbar
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**Step 6 Select frame color and mesh color from the colors available**

<b>Frame Color:</b> <input checked="" type="checkbox"/> Mill <input type="checkbox"/> White <input type="checkbox"/> Bronze <input type="checkbox"/> Almond	<b>Frame Color:</b> <input type="checkbox"/> Mill <input type="checkbox"/> White <input type="checkbox"/> Bronze <input type="checkbox"/> Almond	<b>Frame Color:</b> <input type="checkbox"/> Mill <input type="checkbox"/> White <input type="checkbox"/> Bronze <input type="checkbox"/> Almond	<b>Frame Color:</b> <input type="checkbox"/> Mill <input type="checkbox"/> White <input type="checkbox"/> Bronze <input type="checkbox"/> Almond
<b>Mesh Color:</b> <input checked="" type="checkbox"/> Grey <input type="checkbox"/> Charcoal	<b>Mesh Color:</b> <input type="checkbox"/> Grey <input type="checkbox"/> Charcoal	<b>Mesh Color:</b> <input type="checkbox"/> Grey <input type="checkbox"/> Charcoal	<b>Mesh Color:</b> <input type="checkbox"/> Grey <input type="checkbox"/> Charcoal

**Step 7 Indicate the number of screens you want with the same measurements per room**

<b>Quantity</b> Room <u>Bathroom</u> <u>1</u>	<b>Quantity</b> Room _____	<b>Quantity</b> Room _____	<b>Quantity</b> Room _____
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